



Date: November 12, 1999

Mass Mailer #99-20

To: All School Districts and County Superintendents of Schools

Subject: **UPDATE TO SCHOOL FACILITY PROGRAM ELIGIBILITY TO REFLECT  
CURRENT CBEDS AND TO CORRECT ERRORS/OMISSIONS**

New construction baseline eligibility determinations that have been approved by the SAB must be adjusted for changes in the district's projected enrollment if a new application for funding or eligibility approval is filed in subsequent enrollment reporting years (Regulation Section 1859.51). Since the California Basic Education Data Systems (CBEDS) enrollment data for 1999-2000 was made available in October, the following procedures shall apply:

- Applications for **eligibility** filed after December 31, 1999, must include the *Enrollment Certification/Projection*, (Form SAB 50-01) and the *Eligibility Determination*, (Form SAB 50-03) based on current-year (i.e., 1999-2000) enrollment data.

Eligibility applications received by December 31, 1999 will be processed based on 1998-1999 as current-year enrollment data.

- Applications for **new construction** funding received after December 31, 1999, must include a new Form SAB 50-01 based on current-year (i.e., 1999-2000) enrollment data. The district's approved new construction baseline eligibility will be adjusted for increases or decreases in enrollment and the district will be notified by letter of any change.

Requests for funding received no later than December 31, 1999 will be processed subject to eligibility established as of that date.

Previously approved **modernization** baseline eligibility determinations may be adjusted for any increase in the district's school enrollment in subsequent enrollment reporting years (Regulation Section 1859.61). The district may request an adjustment to the modernization baseline by completing an amended *Eligibility Determination*, (Form SAB 50-03) based on current-year (i.e., 1999-2000) enrollment data and submitting that form to the OPSC.

In addition, the final regulations provide for adjustments to the new construction and modernization baseline eligibility for errors and omissions by either the OPSC or the district and for changes in the regulations that affect the district's existing school building capacity or enrollment (Regulation Sections 1859.51 and 1859.61). Should the district wish to adjust its baseline eligibility for these purposes, the district must complete new eligibility documents and

submit them to the OPSC with a letter from the district identifying the specific adjustment(s) requested. Please refer to our correspondence dated November 8, 1999 for information regarding the withdrawal and resubmittal of SFP applications (see OPSC's Internet site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov)).

Should you have questions or need any additional information regarding the contents of this letter, please contact your Project Manager.

Sincerely,

LUISA M. PARK  
Interim Executive Officer  
Office of Public School Construction

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